

APPROVED MINUTES OF THE JANUARY 31, 2005 MEETING OF THE FAIRFAX COUNTY SMALL BUSINESS COMMISSION

Location: Fairfax County Government Center, 12000 Government Center Parkway, Room 9, Fairfax, Virginia

Attending: SBC Members
Joyce Bissonette, Chairman, Mason District
Samuel Phipps, Lee District
Thomas Jacobi, Dranesville District
Katy Fike, Mt. Vernon District
Marvin Powell, Sully District
Marjorie Castro, Providence District
Thomas Kim, At-Large
Harold Pyon, Braddock District
Robert Secundy, At-Large

Staff (Department of Purchasing & Supply Management)

Muse, Cathy A., Director, Department of Purchasing & Supply Management
Marvis Marshall, Director, Office of Small Business,
Martha Cooper, Minute Taker

Absent: Mark Roeber, Springfield District
Niquelle Cotton, Hunter Mill District
Omar Kader, At-Large

Guests: Anthony Griffin, County Executive, Fairfax County
Silas Brown, Ranjit Greval

Joyce Bissonette called the meeting to order at 7:10pm. A welcome was given to the guest speaker, Anthony Griffin, County Executive. Mr. Griffin gave an overview of the county's website and the link for the SBC. Mr. Griffin stated that there is a link on the County website to the Revitalization's website that also offers assistance to the small business community. He also reported that the County is trying to be responsive to the needs of the small businesses on both a local as well as a national basis.

Review and Approval of the October 25, 2004 Minutes

Joyce Bissonette ask everyone to review the minutes of October 25th. A motion was made by Marjorie Castro to accept the minutes as written with a second from Marvin Powell. The motion passed.

Staff Reports:

Legislative Committee - Cathy Muse handed out copies of legislative review and reported on four that might affect the SBC.

Harold Pyon inquired as to role for large corporations and/or small businesses relating to Request for Proposal (RFP). Are the rules the same? Cathy reported the process for informal/formal solicitations is the same. Marvis Marshall also mentioned the monthly workshops that DPSM holds; this would be a beneficial networking opportunity.

A reminder was given by Cathy Muse that the VAGP Vendor Exposition is to be held April 27-29, 2005 at the Hyatt, Fair Lakes. This would be a great opportunity for SBC to use as a tool for networking. Marvis Marshall will check on space availability.

Committee Reports:

Education – Marjorie reported that participation is an issue and in order to continue the outreach, responsibility has to be shared by the full SBC membership. Marjorie spoke with Supervisor Smyth regarding accessibility of small businesses in relationship to outreach and educational opportunities. Marjorie noted that since Niquelle Cotton was not present, further discussion on this issue take place at the next meeting.

Community Partnership – Joyce Bissonette reported that the SBC had received thank you notes from three of the recipients of SBC scholarships to the WBC Conference. She also reported that the Partnership's new Finance Education Center was in need of a Director and Deputy Director.

Government Vendors Comment Board – Joyce Bissonette stated that more marketing is needed to generate interest in the program. Marvis Marshall reported that 32,000 brochures had been sent out with the BPOL mailing in December.

Chamber of Commerce – Katy Fike stated that the Mt. Vernon Chamber now has over 400 members; and at the last meeting, had a strong legislative agenda. One item discussed was the Groveton Site; it has been vacant for twenty (20) years; is part of a mixed use market.

New Business:

Joyce Bissonette handed out information regarding the National Small Business Week Expo being held April 26-29, 2005. Mr. Griffin suggested that the Board of Supervisor's (BOS) prepare a Proclamation; in addition, Marjorie suggested that this information be included on SBC's website.

Joyce also reported that she had received a request from Stormwater Management Advisory Group, commissioned by the BOS to speak to the SBC. She will invite them to the 2/28/05 meeting.

Elections:

Joyce Bissonette opened the floor for the nominations for elections to be held; she also reported that she had sent an email to the Commissioners stating that she would not be running. Marvis Marshall reported that according to the by-laws, an announcement is to be made prior to the elections. Ms. Marshall also reminded the members that before a member could vote, their individual financial information has to be forwarded to Nancy Vehrs, Board Clerk. Marjorie made a motion that the nominations be postponed until the next meeting, which is scheduled for February 28, 2005. Harold seconded the motion; motion carried in favor of the postponement.

Adjournment

There being no further business, the meeting was adjourned at 9:45pm.